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MEMORANDUM FOR: Director of Training 31 July 1958

THROUGH : Executive Officer

SUBJECT : Weekly Activities Report No. 26
Instructional Services Branch
23 - 30 July 1958

I. SIGNIFICANT ITEMS

None

II. OTHER ACTIVITIES

A. Film Production

1. Logistics Film

At the request of [] office, a special showing of this film was held on 30 July for Mr. [] and six members of his staff. The Management Staff is interested in the possibility of having a film produced for use in high level management training.

2. Supervision Films

Estimated completion date by contractor of the No. 2 film in the series is 7 August.

3. DDI, Security, Dead Drops and Office of Communications Films

Nothing to report on these films.

4. Suggestion Awards Film

The Film Unit shot the presentation awards ceremony in the Director's conference room on 24 July. General Cabell presented the awards since Mr. Dulles was called away from his office an hour before the ceremony. The proceedings were shot in color and will be incorporated in the Suggestion Awards Film.

Document No. 762 6

NO CHANGE in Class. ☐

☐ DECLASSIFIED

Class. CHANGED TO: TS S (C)

DDA Memo, 4 Apr 77

Auth: DDA REG. 77/1783

Date: 15 March 1978

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B. Miscellaneous

1. The Public Works Officer, [] advises that all necessary materials have been received, and the contractor can commence work on the gymnasium on 4 August. Much of the Film Unit equipment has already been transferred []
2. As previously reported, vacations for the film production personnel, including the C/ISB, have been scheduled in August. For this reason, this will be the last Weekly Activities Report until C/ISB returns from vacation, late in the month.

DDS

C. Visual Aids Section

Commencing 30 July, [] will work part-time each day []

D. Audio Aids Section

No significant developments to report.



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